



DEPARTMENT OF HEALTH
AND SOCIAL SERVICES

"DMS - Serving Those Who Serve Delaware"

Division of Management Services

Henry Schein Dental
10920 W. Lincoln Ave.
West Allis, WI 53227

DATE: August 16, 2011

BID NO#: HSS 11075-DENTAL-IMAGE

COMMODITY: Digital Radiography Systems and Electronic Practice Management Software

Gentlemen:

We are pleased to inform you that Henry Schein Dental's bid has been accepted for the Digital Radiography Systems and Electronic Practice Management Software, subject to the execution of the enclosed contract.

Please execute this document and return it to this office within twenty- (20) calendar days to prevent default penalties.

HOW TO EXECUTE

1. Read the Instructions on the front of the Contract Agreement Form CPS-1617 and then refer to the Signature portion of the form.
2. Your company name and the name and title of the person signing for the company should be inserted in the space provided for the Principal and Contractor, and the document then signed by the owner or a partner, or in case of a corporation, by the President or Vice President. If any other person signs, written authorization to bind the company must accompany the contract.
3. After you have completed all the above, please return the document set **INTACT** to Delaware Health & Social Services, DMS - Procurement Branch, Main Bldg., 2nd Floor, Room 262, 1901 N. DuPont Highway, New Castle, Delaware 19720.

After processing by the Department, the fully executed yellow copy will be returned to you.

All vendors doing business with Delaware State Agencies are required to have a current W-9 filed **"online"** with the State of Delaware. If you do not have a W-9 filed online with Delaware, please visit <http://www.accounting.delaware.gov> and complete the secure on-line form.

Do not incur any expense of obligation in connection with fulfillment of the contract agreement until you receive an official State of Delaware purchase order.

Very truly yours,

Sylvia T. Adams
Purchasing Services Coordinator